

# **FINANCE COMMITTEE**

## **LEWISTON, MAINE**

**March 22, 2004**

**PRESENT:**

Robert Stone, Councilor Mark Paradis, Councilor Lillian LaFontaine O'Brien, Ronald Paradis and Roger Provencher.

The meeting was called to order at 5:15 p.m. by Chairman Roger Provencher.

On motion of Ms. O'Brien seconded by Mr. Stone it was

**VOTED:**

**(26-2004)** To dispense with reading of the minutes of the previous meeting dated March 8, 2004 and to accept and place them on file as submitted by the Clerk.

**VOTE: 5-0**

The Committee reviewed a corrected tabulation on the bid for Fire Department Turnout Gear. The changes were due to miss calculations of quantities however, it did not change the vendors who were recommended to be awarded the bid based on their being the low bidder meeting specifications.

On recommendation of the Purchasing Agent and on motion of Mr. Stone, seconded by Ms. O'Brien it was

**VOTED:**

**(27-2004)** To award Bid 2004-17 on Fire Department Turnout Gear to the low bidder meeting specifications on an item by item basis as follows:

<u><b>Vendor</b></u>	<u><b>Item #</b></u>	<u><b>Award Amount</b></u>
Bergeron Protective Clothing Barnstead NH	1,2,3,5,6 & 7	\$12,670.72
Fire Tech & Safety Winthrop ME	4	\$1,125.00

**VOTE: 5-0**

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On recommendation of the Purchasing Agent and on motion of Ms. O'Brien, seconded by Mr. Ron Paradis it was

### **VOTED:**

**(28-2004)** To award Bid 2004-18 on Fire Department Uniforms to the low bidder meeting specifications on an item by item basis as follows:

<u>Vendor</u>	<u>Item #</u>	<u>Award Amount</u>
Wise Uniforms Hallowell ME	1,3 & 6	\$2,243.19
Allen Uniforms South Portland ME	2 & 4	2,037.50
Coastal T-Shirts Auburn ME	5	<u>712.50</u>
<b>Total Award</b>		<b>\$4,993.19</b>

**VOTE: 5-0**

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis, seconded by Mr. Stone it was

### **VOTED:**

**(29-2004)** To award Bid 2004-5 on two (2) Roll-Off Containers for the Solid Waste Facility to BME Engineering, Georgetown, MA, low bidder at their total bid price of \$11,250.

**VOTE: 5-0**

The Committee considered renewal of a contract for Engineering Services associated with planning and implementation of the City's Water Master Plan with Camp Dresser & McKee. The initial contract with Camp Dresser & McKee was for a three (3) year period and the original award included provisions to extend the contract with the option of two (2) one (1) year renewals. The general conditions and terms of the contract are the same as was in the original three year agreement.

On recommendation of the Purchasing Agent and on motion of Ms. O'Brien, seconded by Mr. Mark Paradis it was

### **VOTED:**

**(30-2004)** To authorize an extension of the contract between the City and Camp Dresser & McKee for Engineering Services associated with the planning and implementation of the City's Water Master Plan.

**VOTE: 5-0**

## FINANCE COMMITTEE MINUTES

March 22, 2004

The Purchasing Agent reviewed the process utilized in evaluating proposals received for Engineering Services for a variety of Civil and Environmental Services. The Committee's recommendation was to award the contract on a per discipline basis to the firm most qualified to represent the City in that area.

On recommendation of the Purchasing Agent and on motion of Mr. Stone, seconded by Mr. Mark Paradis it was

### **VOTED:**

**(31-2004)** To award contracts for two (2) year periods with the option of an additional two (2) years to the following Engineering firms and for the following disciplines and that the fees based on the amounts which they have included in their proposals.

#### **Engineering Firm**

Wright-Pierce (Topsham ME)

EER (Portland ME)

TSI (Lewiston ME)

Summit Environmental (Lewiston ME)

#### **Disciplines**

- Water line and sewer line design
- Structural evaluation & design

- NEPDES II Implementation

- Permitting & site development

- Materials testing, geotechnical & DOT certified construction inspection

### **VOTE: 5-0**

The Purchasing Agent shared with the Committee the results of discussions which he has initiated with various fuel oil suppliers to determine the best methods to provide the City with savings as it pertains to the cost of heating fuel during the next heating season. Suppliers have indicated that in order to enter into a contract at a firm fixed price, the best method to utilize would be to solicit proposals in April and to award the contracts the same day the proposal is submitted in order to take advantage of the most favorable pricing in the future market. In order to do this, it was requested that the Purchasing Agent be allowed to award the contract to the low bidder on the date of the award and to subsequently report any award made to the Finance Committee at a subsequent meeting.

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis, seconded by Ms. O'Brien it was

### **VOTED:**

**(32-2004)** To authorize the Purchasing Agent to award the bid on #2 Fuel Oil to the low bidder on the date of the bid opening if a fixed price proposal is selected and found to be in the best interest of the City.

### **VOTE: 5-0**

## **FINANCE COMMITTEE MINUTES**

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On recommendation of the Purchasing Agent and on motion of Ms. O'Brien, seconded by Mr. Ron Paradis it was

**VOTED:**

**(33-2004)** To ratify the award Bid 2004-27 on ACM Abatement at 482 Canal Street to the low bidder Abatement Solutions Inc., Gray, Maine, at their bid price of \$18,275.

**VOTE: 5-0**

**VOTED:**

To adjourn at 5:44 p.m.

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Richard T. Metivier  
Clerk  
Finance Committee